UNITED NATIONS

ST

Secretariat

ST/IC/1997/44
23 July 1997

INFORMATION CIRCULAR*

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Central Support Services

Subject: UNITED NATIONS GARAGE

1. The physical condition of the United Nations garage has deteriorated over the years, resulting in the need for extensive maintenance work to be undertaken in all three parking levels.

2. The necessary repairs in the garage will be undertaken in several phases and will take three years to complete. Consequently, there will be a reduction in the number of temporary parking permits and daily parking authorizations that can be issued. The first phase of construction is currently under way and will be completed by the end of August 1997.

3. Staff members who are currently authorized to park at the United Nations may encounter difficulties from time to time while the construction is taking place. Staff are requested to comply with the provisions of ST/AI/349 of 22 April 1988 entitled "United Nations garage", specifically ensuring that their vehicles are properly parked in the designated parking areas only. Parking in the aisles is strictly prohibited.

4. Garage users are requested to take note of paragraph 42 of ST/AI/349, which states that:

> "Garage users who cannot find an empty parking bay after entering the garage must request the assistance of the Security Staff at the Security Cashier's booth on the third basement level in finding a place to park. Staff members may not presume to occupy spaces alongside other vehicles or park in certain areas where parking is not normally allowed without the written authorization from the Security Staff on duty. Any garage user who

* Expiration date of the present circular: 31 August 2000.

parks a vehicle in a 'No parking' zone, who blocks an aisle or a fire exit with a vehicle or who parks in two bays or on a parking level not authorized for staff parking will be liable for a fee of $10."

5. Staff members should also note that while the 1B level and the southern end of the 2B level are reserved for delegates' parking, delegates may park their vehicles at other locations in the garage if the need arises.

6. Your cooperation during this construction period will be greatly appreciated.

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